

State of Alaska FY2011 Governor's Operating Budget

Department of Health and Social Services Facilities Management Component Budget Summary

Component: Facilities Management

Contribution to Department's Mission

To provide quality administrative services that support the department's programs.

Core Services

- Staff in this component manage all capital appropriations to the department, including planning, design, construction, equipment, capital grants and large information technology development projects.
- On an on-going basis, the staff assesses the long-term needs of the 43 facilities so they continue to meet the programmatic needs of the divisions.
- The department's safety officer manages the Safety Program and provides oversight to divisions to comply with federal and state safety and health regulations.

Key Component Challenges

- Capital costs continue to increase statewide as the cost of labor and materials continues to increase.
- Facilities Section tracks over 200 deferred maintenance projects department-wide. Work is in progress to secure a capital asset management system to assist in the most effective allocations of funds possible, and/or tracking all capital improvements completed over time.
- Department of Health and Social Services Facilities staff negotiate agreements for partnering or land issues. The work is challenging, involving multiple agencies.

Significant Changes in Results to be Delivered in FY2011

No significant changes.

Updated Status for Results to be Delivered in FY2010

No significant changes to be delivered in FY10.

Major Component Accomplishments in 2009

- Completed a Safety and Security Assessment plan of the department's four oldest youth facilities. This plan paves the future for securing funding in the amount of \$167.8 million over the next eight years to address facility deficiencies identified in this plan.
- Managed 11 new grants and successfully closed 66 grants.
- Received \$6 million in Financial Assistance Authorizations (FAA's) for capital grants from Denali Commission.
- Solicited \$1.5 million for capital grant programs that target Trust beneficiaries.
- Managed 55 new capital construction contracts and 21 new professional services contracts.
- Successfully closed 50 construction contracts and 11 professional services contracts within budget.
- Provided safety consultation services for the Public Health Laboratory in Anchorage and Fairbanks.
- Initiated site selection and planning for a new Alaska Recovery Center in Anchorage.
- Initiated planning activities for the Alaska Pioneer Homes for addressing the increasing and aging population.

Statutory and Regulatory Authority

AS 37.05.318	Public Finance, Fiscal Procedures Act, Further Regulations Prohibited
AS 37.07.062	Public Finance, Executive Budget Act, Capital Budget
AS 47.30.660	Welfare, Social Services and Institutions, Mental Health, Alaska Mental Health Board
7 AAC 9/12	Health and Social Services, Design and Construction of Health Facilities
7 AAC 13	Health and Social Services, Assistance for Community Health Facilities

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Facilities Management Component Financial Summary

All dollars shown in thousands

	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	812.1	963.6	963.6
72000 Travel	28.8	60.2	60.2
73000 Services	351.8	169.8	169.8
74000 Commodities	11.0	19.1	19.1
75000 Capital Outlay	0.0	30.1	30.1
77000 Grants, Benefits	992.9	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	2,196.6	1,242.8	1,242.8
Funding Sources:			
1002 Federal Receipts	30.7	125.2	125.2
1004 General Fund Receipts	109.8	0.0	0.0
1007 Inter-Agency Receipts	291.6	167.3	167.3
1061 Capital Improvement Project Receipts	1,764.5	950.3	950.3
Funding Totals	2,196.6	1,242.8	1,242.8

Estimated Revenue Collections

Description	Master Revenue Account	FY2009 Actuals	FY2010 Conference Committee	FY2010 Authorized	FY2010 Authorized	FY2011 Governor
Unrestricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0	0.0	0.0
Restricted Revenues						
Federal Receipts	51010	0.0	0.0	0.0	0.0	125.2
Interagency Receipts	51015	0.0	0.0	0.0	0.0	167.3
Capital Improvement Project Receipts	51200	0.0	0.0	0.0	0.0	950.3
Restricted Total		0.0	0.0	0.0	0.0	1,242.8
Total Estimated Revenues		0.0	0.0	0.0	0.0	1,242.8

**Summary of Component Budget Changes
From FY2010 Management Plan to FY2011 Governor***All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2010 Management Plan	0.0	125.2	1,117.6	1,242.8
FY2011 Governor	0.0	125.2	1,117.6	1,242.8

Facilities Management Personal Services Information

Authorized Positions			Personal Services Costs	
	<u>FY2010</u> <u>Management</u> <u>Plan</u>	<u>FY2011</u> <u>Governor</u>		
Full-time	10	10	Annual Salaries	651,092
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	340,492
			<i>Less 2.82% Vacancy Factor</i>	<i>(27,984)</i>
			Lump Sum Premium Pay	0
Totals	10	10	Total Personal Services	963,600

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Accountant II	0	0	1	0	1
Accountant III	0	0	1	0	1
Administrative Assistant II	1	0	0	0	1
Building Mgmt Specialist	1	0	1	0	2
Facilities Manager I	1	0	1	0	2
Grants Administrator II	0	0	1	0	1
Planner IV	0	0	1	0	1
Safety Officer	0	0	1	0	1
Totals	3	0	7	0	10

Component Detail All Funds

Department of Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

	FY2009 Actuals	FY2010 Conference Committee	FY2010 Authorized	FY2010 Management Plan	FY2011 Governor	FY2010 Management Plan vs FY2011 Governor	
71000 Personal Services	812.1	963.6	963.6	963.6	963.6	0.0	0.0%
72000 Travel	28.8	60.2	60.2	60.2	60.2	0.0	0.0%
73000 Services	351.8	169.8	169.8	169.8	169.8	0.0	0.0%
74000 Commodities	11.0	19.1	19.1	19.1	19.1	0.0	0.0%
75000 Capital Outlay	0.0	30.1	30.1	30.1	30.1	0.0	0.0%
77000 Grants, Benefits	992.9	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	2,196.6	1,242.8	1,242.8	1,242.8	1,242.8	0.0	0.0%
Fund Sources:							
1002 Fed Rcpts	30.7	125.2	125.2	125.2	125.2	0.0	0.0%
1004 Gen Fund	109.8	0.0	0.0	0.0	0.0	0.0	0.0%
1007 I/A Rcpts	291.6	167.3	167.3	167.3	167.3	0.0	0.0%
1061 CIP Rcpts	1,764.5	950.3	950.3	950.3	950.3	0.0	0.0%
General Funds	109.8	0.0	0.0	0.0	0.0	0.0	0.0%
Federal Funds	30.7	125.2	125.2	125.2	125.2	0.0	0.0%
Other Funds	2,056.1	1,117.6	1,117.6	1,117.6	1,117.6	0.0	0.0%
Positions:							
Permanent Full Time	10	10	10	10	10	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios With Descriptions
Department of Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2010 Conference Committee To FY2010 Authorized *****												
FY2010 Conference Committee	ConfCom	1,242.8	963.6	60.2	169.8	19.1	30.1	0.0	0.0	10	0	0
1002 Fed Rcpts		125.2										
1007 I/A Rcpts		167.3										
1061 CIP Rcpts		950.3										
Subtotal		1,242.8	963.6	60.2	169.8	19.1	30.1	0.0	0.0	10	0	0
***** Changes From FY2010 Authorized To FY2010 Management Plan *****												
Subtotal		1,242.8	963.6	60.2	169.8	19.1	30.1	0.0	0.0	10	0	0
***** Changes From FY2010 Management Plan To FY2011 Governor *****												
Totals		1,242.8	963.6	60.2	169.8	19.1	30.1	0.0	0.0	10	0	0

Personal Services Expenditure Detail **Department of Health and Social Services**

Scenario: FY2011 Governor (7749)
Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Month	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	GF Amount
06-0021	Administrative Assistant II	FT	A	GP	Anchorage	2A	14L	12.0		54,396	0	0	30,410	84,806	0
06-0114	Planner IV	FT	A	SS	Juneau	2A	22F / J	12.0		84,302	0	0	40,512	124,814	0
06-0314	Facilities Manager I	FT	A	SS	Juneau	2A	20E / F	12.0		71,797	0	0	36,140	107,937	0
06-0384	Accountant III	FT	A	GP	Juneau	2A	18K	12.0		69,024	0	0	35,524	104,548	0
06-0385	Facilities Manager I	FT	A	SS	Anchorage	2A	20K	12.0		78,576	0	0	38,510	117,086	0
06-0488	Grants Administrator II	FT	A	GP	Juneau	2A	17B / C	12.0		51,637	0	0	29,445	81,082	0
06-0502	Building Mgmt Specialist	FT	A	GP	Juneau	2A	19E / F	12.0		66,131	0	0	34,512	100,643	0
06-0505	Building Mgmt Specialist	FT	A	GP	Anchorage	2A	19J / K	12.0		72,987	0	0	36,909	109,896	0
06-0622	Accountant II	FT	A	GP	Juneau	2A	16B / C	12.0		47,818	0	0	28,110	75,928	0
06-0627	Safety Officer	FT	A	GP	Juneau	2A	18B / C	12.0		54,424	0	0	30,420	84,844	0

	Total Positions	New	Deleted
Full Time Positions:	10	0	0
Part Time Positions:	0	0	0
Non Permanent Positions:	0	0	0
Positions in Component:	10	0	0

Total Component Months: 120.0

Total Salary Costs: 651,092
Total COLA: 0
Total Premium Pay:: 0
Total Benefits: 340,492

Total Pre-Vacancy: 991,584
Minus Vacancy Adjustment of 2.82%: (27,984)
Total Post-Vacancy: 963,600
Plus Lump Sum Premium Pay: 0

Personal Services Line 100: 963,600

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1002 Federal Receipts	31,204	30,323	3.15%
1007 Inter-Agency Receipts	87,866	85,386	8.86%
1061 Capital Improvement Project Receipts	872,514	847,891	87.99%
Total PCN Funding:	991,584	963,600	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column.
[No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail
Department of Health and Social Services
Travel

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
72000	Travel		28.8	60.2	60.2
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
72000 Travel Detail Totals			0.0	0.0	60.2
72111	Airfare (Instate Employee)	Airfare associated with administrative travel.	0.0	0.0	21.2
72112	Surface Transport (Instate Employee)	Administrative Travel: Travel to review architectural, engineering plans, and designs for health facilities.	0.0	0.0	9.0
72113	Lodging (Instate Employee)	Lodging associated with administrative travel.	0.0	0.0	23.0
72114	Meals & Incidentals (Instate Employee)	Meals and incidentals associated with travel.	0.0	0.0	7.0

Line Item Detail
Department of Health and Social Services
Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Line Number	Line Name			FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000	Services			351.8	169.8	169.8
Expenditure Account	Servicing Agency	Explanation		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000 Services Detail Totals				0.0	0.0	169.8
73026		Training/Conferences	Training and conference registration fees.	0.0	0.0	7.5
73150		Information Technlgy	Communications: Telephone, postage, fax and other communication charges.	0.0	0.0	5.0
73175		Health Services	Professional Services: Contracts for ongoing special projects.	0.0	0.0	110.3
73228		Postage	Postage.	0.0	0.0	1.0
73401		Long Distance	Long distance charges.	0.0	0.0	1.5
73404		Cellular Phones	Cell phone service.	0.0	0.0	2.0
73451		Advertising	Advertising, Printing and Binding: Costs for printing research reports, Requests for Proposal's (RFPs), budget materials, regulations, etc.	0.0	0.0	2.0
73677		Office Furn & Equip(Non IA Repair/Maint)	Minor Repairs and Maintenance: Minor repairs of office equipment and maintenance fees.	0.0	0.0	2.0
73750		Other Services (Non IA Svcs)	Costs for other professional services.	0.0	0.0	0.4
73805	Admin	IT-Non-Telecommnctns	RSA with the Department of Administration for Computer Services.	0.0	0.0	6.0
73806	Admin	IT-Telecommunication	RSA with the Department of Administration for Telecom Services.	0.0	0.0	15.0
73809	Admin	Mail	RSA with the Department of Administration for Mail Services.	0.0	0.0	0.1
73810	Admin	Human Resources	RSA with the Department of Administration for Human Resource Services.	0.0	0.0	10.0
73811	Admin	Building Leases		0.0	0.0	1.5
73814	Admin	Insurance	RSA with the Department of Administration for Insurance.	0.0	0.0	0.4
73822	Admin	Construction (IA Svcs)	RSA with the Department of Administration for	0.0	0.0	2.5

Line Item Detail
Department of Health and Social Services
Services

Component: Facilities Management (2020)

RDU: Departmental Support Services (106)

Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000 Services Detail Totals			0.0	0.0	169.8
73979	Mgmt/Consulting (IA Svcs)	Admin Construction Services. RSA with the Department of Administration for Management Consulting.	0.0	0.0	2.6

Line Item Detail
Department of Health and Social Services
Commodities

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
74000	Commodities		11.0	19.1	19.1
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
74000 Commodities Detail Totals			0.0	0.0	19.1
74226	Equipment & Furniture	Small equipment supplies.	0.0	0.0	4.2
74229	Business Supplies	Office and Library Supplies: General office supplies.	0.0	0.0	7.5
74233	Info Technology Equip	Small information technology supplies.	0.0	0.0	4.4
74693	Signs And Markers	Small signs and markers for buildings.	0.0	0.0	3.0

Line Item Detail
Department of Health and Social Services
Capital Outlay

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Line Number	Line Name		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
75000	Capital Outlay		0.0	30.1	30.1
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
75000 Capital Outlay Detail Totals			0.0	0.0	30.1
75830	Info Technology	Data Processing Equipment: Replacement costs for failing or inadequate equipment.	0.0	0.0	30.1

Line Item Detail
Department of Health and Social Services
Grants, Benefits

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Line Number	Line Name	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
77000	Grants, Benefits	992.9	0.0	0.0

Restricted Revenue Detail **Department of Health and Social Services**

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51010	Federal Receipts	0.0	0.0	125.2

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51010	Federal Receipts		06355700	1002	0.0	0.0	125.2
Federal receipts in this component are based on the department's Cost Allocation Plan and the ability to earn indirect cost recovery funds, as well as direct charging by using timesheets to capture real costs.							

Restricted Revenue Detail

Department of Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51015	Interagency Receipts	0.0	0.0	167.3

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51015	Interagency Receipts RSA with the Division of Behavioral Health for the management of the Fahrenkamp & Denardo facilities.	Behavioral Health Administration	06355701	1007	0.0	0.0	3.0
51015	Interagency Receipts Other small miscellaneous interagency receipt items.	Department-wide	06355702	1002	0.0	0.0	34.3
51015	Interagency Receipts RSA to fund services of the Safety Officer	Department-wide	06355703	1007	0.0	0.0	130.0

Restricted Revenue Detail **Department of Health and Social Services**

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Master Account	Revenue Description	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51200	Capital Improvement Project Receipts	0.0	0.0	950.3

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51200	Cap Improv Proj Rec		06355750	1061	0.0	0.0	950.3
	Drawn from various accounts currently active in the department.						

Inter-Agency Services
Department of Health and Social Services

Component: Facilities Management (2020)
RDU: Departmental Support Services (106)

Expenditure Account		Service Description	Service Type	Servicing Agency	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73805	IT-Non-Telecommnctns	RSA with the Department of Administration for Computer Services.	Inter-dept	Admin	0.0	0.0	6.0
73805 IT-Non-Telecommnctns subtotal:					0.0	0.0	6.0
73806	IT-Telecommunication	RSA with the Department of Administration for Telecom Services.	Inter-dept	Admin	0.0	0.0	15.0
73806 IT-Telecommunication subtotal:					0.0	0.0	15.0
73809	Mail	RSA with the Department of Administration for Mail Services.	Inter-dept	Admin	0.0	0.0	0.1
73809 Mail subtotal:					0.0	0.0	0.1
73810	Human Resources	RSA with the Department of Administration for Human Resource Services.	Inter-dept	Admin	0.0	0.0	10.0
73810 Human Resources subtotal:					0.0	0.0	10.0
73811	Building Leases		Inter-dept	Admin	0.0	0.0	1.5
73811 Building Leases subtotal:					0.0	0.0	1.5
73814	Insurance	RSA with the Department of Administration for Insurance.	Inter-dept	Admin	0.0	0.0	0.4
73814 Insurance subtotal:					0.0	0.0	0.4
73822	Construction (IA Svcs)	RSA with the Department of Administration for Construction Services.	Inter-dept	Admin	0.0	0.0	2.5
73822 Construction (IA Svcs) subtotal:					0.0	0.0	2.5
73979	Mgmt/Consulting (IA Svcs)	RSA with the Department of Administration for Management Consulting.	Inter-dept	Admin	0.0	0.0	2.6
73979 Mgmt/Consulting (IA Svcs) subtotal:					0.0	0.0	2.6
Facilities Management total:					0.0	0.0	38.1
Grand Total:					0.0	0.0	38.1